



VISAYAS
STATE UNIVERSITY

**ANNALS OF
TROPICAL RESEARCH
OFFICE**

June 17, 2025

DR. PROSE IVY G. YEPES

University President
Visayas State University

Dear Ma'am:

Good day!

I am Kimberly V. Caingcoy, Editorial Assistant of the *Annals of Tropical Research* at Visayas State University. I would like to respectfully request an educational tour privilege for the dates **August 14–15 and 18–20, 2025**, as I will be traveling to Manila during this period.


I hope for your kind consideration and favorable response to this request. Thank you very much.

Very truly yours,


KIMBERLY V. CAINGCOY

Editorial Assistant, ATR

Recommending Approval:


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